



CITY OF DURHAM | NORTH CAROLINA

Date: May 17, 2011

To: Thomas J. Bonfield, City Manager

Through: Theodore L. Voorhees, Deputy City Manager

From: Joel V. Reitzer, Jr., Director, General Services Department
John P. Gregory, Assistant Director, General Services Department
Brett Pulliam, Construction Project Manager

Subject: Durham Parks and Recreation Operations Facility - Ratio Architects, Inc. Professional Services Contract

Executive Summary

In FY2010-11, the City Council approved Ordinance #14113, amending the General Capital Improvement Project Ordinance #14025. Section 1, subsection (c) allocated \$1,586,545.00 for the design and construction of a new operations facility for Durham Parks and Recreation ("DPR") to replace the existing facility in Duke Park with a new structure at 301 Archdale Drive. Funding was derived from a combination of Impact Fees and surplus 2005 Bond Money from completed Parks projects. The new DPR facility is expected to be approximately 10,000 square feet and contain open-bay garage space and office space.

In November 2010, General Services staff selected Ratio Architects, Inc. (Ratio) of Raleigh, NC, through a Request for Qualifications (RFQ) process, as the most qualified and responsive company to perform architectural design services for the project. This agenda item requests City Council approval for full design services with Ratio to prepare design and construction documents as well as provide construction administration.

Recommendation

The Department of General Services recommends that the City Council:

1. Authorize the City Manager to execute a professional services contract with Ratio Architects, Inc. for an amount not to exceed \$159,100.00; and
2. Establish a design contingency in the amount of \$16,000.00, and authorize the City Manager to negotiate and execute amendments to Ratio Architects, Inc. Professional Services Contract provided the total cost does not exceed \$175,100.00.

Background

The existing operations facility is located in the Duke Park neighborhood. DPR has outgrown this facility and is therefore seeking to construct a 10,000 square foot operations facility at the site of the existing Friendly Rest Home at 301 Archdale Drive to better serve DPR's needs and to provide a central location for operations and maintenance of the park system.

The land was purchased by the City in 2007. The existing building is not suitable for renovation and will be demolished by the City. Use of the site by DPR maintenance will require a minor special use permit that will be requested during the design phase.

The new DPR operations facility will consist of an entry lobby, approximately four offices, a conference room, kitchen, restrooms and a large multi-bay garage for storage of materials and equipment. A pre-engineered metal building is the preferred system of construction. Additionally, the facility will have associated parking and a fenced outdoor storage yard.

Issues/Analysis

General Services staff estimates provided for the RFQ projected a budget of approximately \$1.9 million for the design and construction of an approximately 10,000 square foot facility. The current project budget is approximately \$1.6 million. Within the lifecycle of the project, economic conditions in the construction industry and construction costs may trend upward. Staff recommends proceeding with design and modifying the program accordingly if estimates during the design phase reveal higher costs.

DPR's current operations facility is located in an aging facility in Duke Park. Space and operating constraints along with neighborhood concerns have created a need for a larger and more functional space. The new operations facility would be centrally located to some of Durham's largest parks allowing DPR to provide better services and a greater capacity to store materials.

Alternatives

The City could elect not to proceed with the DPR Operations Facility. Staff recommends against this alternative for several reasons. Funding has been identified for this project and design fees have been fully vetted and negotiated with Ratio Architects. Not proceeding with this project will negatively impact future planning goals for DPR.

Financial Impacts

Project Funding Sources:

Parks & Recreation Impact Fees (Zone 1)	\$442,575.00
Parks & Recreation Impact Fees (Zone 2)	\$442,575.00
Parks & Recreation Impact Fees (Zone 3)	\$442,575.00
2005 GO Bonds	\$222,639.00
Installment Sales	\$36,181.00
Total appropriated funds	\$1,586,545.00

Funding Uses Summary:

Design Services	\$159,100.00
Design Contingency	\$16,000.00
SubTotal Design Services	\$175,100.00
Other Owner's Expenses	\$95,915.00
Construction Budget	\$1,195,530.00
Construction Contingency	\$120,000.00
Total Project Budget	\$1,586,545.00

SDBE Summary

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by Ratio Architects of Raleigh, North Carolina to determine compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. The goals for this project are MSDBE 7% and WSDBE 11%. It was determined that Ratio Architects was in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

SDBE REQUIREMENTS

Ratio Architects will subcontract to the following certified firms:

Firm	ID	City/State	Amount	% of Contract
CLH Design, PA	WSDBE	Raleigh, NC	\$20,500.00	12.8%
A1 Consulting Group, Inc.*	SDBE	Morrisville, NC	\$16,600.00	10.4%

*A1 Consulting Group, Inc. is an Asian American SDBE and was used to fulfill the MSDBE goal requirement for this project in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

The MSDBE and WSDBE goals were exceeded.

WORKFORCE STATISTICS

Workforce statistics for Ratio Architects are as follows:

Total Workforce	15
Total Females	9 (60%)
Total Males	6 (40%)
Black Males	0 (0%)
White Males	6 (40%)
Other Males	0 (0%)
Black Females	1 (7%)
White Females	8 (53%)
Other Females	0 (0%)